

**Nevada Department of Education
Advisory Council on Parental Involvement and Family Engagement (PIFE)
Thursday, September 17, 2015 - 9:00 A.M.**

Meeting Locations

NV Department of Education
700 E. Fifth Street
Board Room
Carson City, NV 89701

and

NV Department of Education
9890 S. Maryland Parkway
2nd Floor, Board Room
Las Vegas, NV 89183

REVISED DRAFT MINUTES

Call to Order; Pledge of Allegiance; Roll Call

Denette Corrales, Chair

Meeting called to order at 9:16 a.m. Start delayed until quorum present. Pledge of Allegiance recited. Roll call completed as indicated.

Members in Attendance

Denette Corrales, Chair

Stavan Corbett

Patricia Farley

Kelcey West (Arrived 10:49 am)

Billie Jo Hogan

Jennifer Hoy

Stacie Wilke

Absent Members

Nick Smith

Adriane Zaniewski

Theresa Benitez-Thompson

Staff Members

Dena Durish, Deputy Superintendent, NDE Educator Effectiveness & Family Engagement

Greg Ott, Deputy Attorney General

Laurie Hamilton, Administrative Assistant

Public Comment #1

No public comment

Flexible Agenda Approval

(Discussion/Possible Action) Denette Corrales, Chair

Member Corbett made motion to approve the flexible agenda.

Member Hoy seconded the motion.

Motion carried

Review / Approval of Prior Meeting Minutes

(For Information/Discussion/ Possible Action) Denette Corrales, Chair

a. April 16, 2015

b. July 9, 2015

Member Farley motioned to accept the meeting minutes of April 16, 2015.

Member Wilke seconded the motion.

Motion carried

Member Corbett moved to accept the meeting minutes of July 9, 2015.

Member Farley seconded the motion.

Motion carried

PIFE Council Vice-Chair Election

(Information/Discussion/Possible Action) Denette Corrales, Chair

Discuss the duties and roles of the PIFE Council Vice-Chair, determine member interest in the position, nominate candidates, and vote on the nominees resulting in the election of a Vice-Chair

When Chair Corrales asked if members had any questions or comments about the role of the PIFE Council Vice-Chair and there were none, she opened the floor for nominations.

Chair Corrales nominated Jennifer Hoy as Vice Chair and noted Member Hoy's work and leadership on the state Parent and Family Engagement policy, participation in the national conference, and other contributions.

Chair Corrales asked for any additional Vice-Chair nominations and hearing none she called for a motion to vote on the nomination of Member Hoy.

Member Corbett made a motion to elect Member Hoy as PIFE Council Vice-Chair.

Member Hogan seconded the motion.

Chair Corrales asked for further comment and hearing none she called for the vote to elect Member Hoy as the Vice-Chair.

Motion carried unanimously.

Member Hoy thanked members for their confidence in her and accepted the position.

Review the Requirements of the Nevada Revised Statutes (NRS), Chapter 241, Meetings of State and Local Agencies.

(Information/Discussion) Greg Ott, Deputy Attorney General

Chair Corrales offered the option to members to table the OML presentation and agenda for another meeting or forward the presentation documents to new members; it was decided that new members would be sent the presentation and directed to DAG Ott if they had any questions, as the primary purpose of the presentation was for new member orientation and information and they were not at the meeting

Review and discuss NRS 385.620 Outlining the Duties and Responsibilities of the PIFE Council and its Members

(Information/Discussion/Possible Action) Denette Corrales, Chair

Chair Corrales reviewed NRS 385.620 Duties; Submission of Reports in reference to the responsibilities of the Advisory Council on Parental Involvement and Family Engagement; she noted the importance of Duty #5 in reference to families of limited English proficiency and how the work and mission of the Council are inter-related to the issue; she referenced Duty #10 in regard to PIFE required reporting and asked that reporting follow up and preparedness be added to future agendas as a standing item, and could be scheduled as a work group or short discussion format depending on needs; she then asked for any member comments.

In response to a question by Member Corbett about support needed from members, Chair Corrales stated that it was important that members inform and discuss best practices for family engagement and involvement in their work with schools, districts, and communities especially at the building level; she related that during the PIFE Council's presentation of the state policy to the State Board of Education at the meeting on 9/3/15, President Wynn expressed the importance of making sure that there is evidence that these policies are being implemented and students are benefitting; the Chair also added the importance of an evidence standard being implemented in the work and operation of the PIFE Council.

Member Corbett mentioned the opportunity to reach out to non-profit and community organizations in the family engagement process and using those resources in addition to those offered by governmental agencies.

Chair Corrales agreed that inviting these organizations could be advantageous to the success of the Council's work; and she restated her support for the Council seeking evidence of the implementation of the Council's work and mission through district policies at the building level.

When Member Wilke suggested that the Council seek school members to speak about implementation and effectiveness of family engagement strategies in schools, Chair Corrales offered that as a PTA representative, new member Zaniewski may be a conduit to such information, resources, and evidence from the schools, parents, and families.

Member Hoy said that each building in Washoe County School District has been asked to create its own Parent Engagement Committee. She offered to make arrangements to bring a teacher and possibly a parent to the next meeting to speak about school level family engagement practices.

Nevada Department of Education and Office of Parental Involvement and Family Engagement Updates
(Information/Discussion) Dena Durish, Deputy Superintendent, NDE Division of Educator Effectiveness and Family Engagement

- Two Educational Program Professional vacancies exist in the EEFE Division. One vacancy is in the Education Preparation Program and the other for the PIFE Program. Interviews for both positions will begin the week of September 21.
- Dale Erquiaga has accepted a position with the Governor's Office. Steve Canavero has accepted the position of Interim Superintendent of Public Instruction and Janie Lowe is serving as Interim Deputy Superintendent.
- The search process has begun to select an external evaluator to ensure that NDE is fulfilling its mission and is accountable for results of the revisions to educational policy in NV.
- The NDE website has been updated to include an opportunity to subscribe to the list serve for the Implementation Report for on-going updates to related education statutes.
- There is an upcoming workshop on October 9, 2015, involving an Educator Licensure issue in regard to moral turpitude and educator licenses, defining guidelines, etc.
- Jeff Hinton has resigned from the Council and that position is in the appointment process.

Ms Durish gave a brief review of the state budget cycles and how funding allocations are determined in fiscal years and for the biennium budget periods. A spreadsheet was provided and reviewed with FY '15 PIFE Council expenditures and FY '16 budget allocation (see Item #8 Budget handout).

Chair Corrales proposed that in consideration of the limited budget for the period of 2015-2016 (FY '16), that the "Connecting the Dots" State Parent Engagement Summit was an important event, typically held every other February, that may be considered as worthy of funds expenditure.

Dena Durish explained that the Summit is not currently scheduled or in the planning stage. The \$10,000 allocation was approved by the legislature during the 2015 Session; however, there are several issues surrounding the planning of the Summit, including the approximately \$50,000 cost in excess of the \$10,000 allocated. The excess money required needs to be raised, the steering committee needs to be formed, etc. Ms. Durish will have staff determine the Summit status and have an update for a future meeting.

Member Hoy recommended that members could make best use of available funding by combining, and possibly rescheduling, a PIFE committee meeting to coincide with the Summit. This would result in a cost effective and most beneficial use of resources while providing Council members with training, networking, and the opportunity to meet face-to-face.

Chair Corrales explained that the Summits had been scheduled every two years and rotated between northern and southern NV locations. She agreed with Member Hoy's proposal to make best use of resources.

Member Hoy highly recommended the value she and Rose Avila received from attending the National Family and Community Engagement Conference in Chicago, IL. They learned of emerging and current family engagement

strategies and best practices. Member Hoy recommended that the Council contact the Washoe County School District and invite them to present their program at a future PIFE meeting. She referred to Washoe CSD as one of the “stars” of the conference. She reviewed the Beyond the Bake Sale presentation from the conference and noted the accessibility of the book’s information for all constituent groups.

Dena Durish shared that the Beyond the Bake Sale book was purchased for each Council member from remaining funds from the previous year. Members were encouraged to utilize the book by incorporating it into the work of the Council, as well as in their daily work and with families.

Member Durish outlined some of the anticipated duties and responsibilities of the soon-to-be-hired PIFE staff member; to include completing the crosswalk, overlapping responsibilities between the Council and Office (NDE), and to draft the annual PIFE Council report from last year.

She further stated that in this upcoming year she would look to the PIFE Council to operate as a true advisory body. She asked that at the November 3rd meeting the Council to set a plan through August of 2016, come up with goals, and prioritize how the plan is to be achieved for both the Council and NDE staff member, based on Chair Corrales’ concern about mandated report submission. A review of how the reports are to be submitted will be conducted, as there is some flexibility of format allowed. Included in the report will be legislative recommendations in preparation for the 2017 Session. The goal is to have the report on the work of this body ready for submission to the legislature by February 1, 2016.

Chair Corrales reminded members of the vital role they play in accomplishing the work of the Council and how important it is to have all members in attendance, and the importance of submitting mandated reports on time. She suggested the possibility of adding an agenda item to meetings as either work groups or short discussions to support creation of reports on an on-going basis. The Chair asked members to encourage districts to make their family engagement policies accessible on their web sites, front and center, and visible to families at the buildings. She reminded members to include their liaisons’ names on their documents and asked that the State to follow the same protocols.

Several members stated that they will encourage districts with whom they work to place their family engagement policies in a more prominent place. Dena added the importance of also having policies visible and accessible to teachers, building staff, and administrators.

A final discussion ensued in regard to professional development and the integration, direction, and importance of family engagement in the scope of the professional development processes and what do the district policies look like in comparison to the state policy. It was suggested that some of the districts may be waiting for the final state policy to be released and then update theirs accordingly. Chair Corrales raised the idea that throughout the year the Council may invite districts to present and highlight their family engagement policies, what they have learned, challenges, and program successes.

2015 Legislative Progress and Implementation Report

(For Information/Discussion) Dena Durish, Deputy Superintendent, NDE Division of Educator Effectiveness and Family Engagement

No legislative updates were provided; implementation updates can be obtained at the NDE website http://www.doe.nv.gov/Legislative/NDE_Legislative_Implementation_Report/

Provide Information in Regard to the State Board of Education’s Approval of the Revised Parental Involvement and Family Engagement Policy and Updates on District-Specific Policies

(For Information/Discussion/Possible Action) Dena Durish, Deputy Superintendent, NDE Division of Educator Effectiveness and Family Engagement

Dena Durish reviewed NRS 385.620 Parental Involvement and Family Engagement policy and spoke about capacity building in teachers, administrators, and families around six standards.

Chair Corrales provided members with updated information on district policies that were missing/incomplete from previous meetings for Elko, Esmeralda, Humboldt, Nye, Pershing, and Storey school districts. She suggested that the Council review and complete updates of the district policies; looking for alignment with state policy perhaps in June, August, or September, and that the document be placed on the state website and distributed widely and appropriately. (See Handout Item #10)

Future Agenda Items

(Information/Discussion) Denette Corrales, Chair

November 3, 2016

- School and parent representative presentation on family engagement at the building level (arranged by Jenny Hoy)
- Washoe CSD Family Engagement presentation from National Family and Community Engagement Conference
- Draft of PIFE report on last year's activities, to be ready for submission to LCB in Jan '16
- Goal Setting to determine priorities of Council and staff overlapping through August 2016
- Standing agenda items for reports: work group(s) or updates as necessary
- Updates on legislative issues, implementation, and policies (Dena Durish)
- Update on "Connect the Dots" State Parent Engagement Summit (Dena Durish, could be part of NDE /PIFE Updates)
- Finalize 2015 – 2016 meeting dates; if members are unable to attend notify Chair Corrales and Laurie Hamilton immediately; Chair Corrales reiterated the importance of quorum and each members' contribution to meetings
- Beyond the Bake Sale book distribution

Standing Agenda Items

- Standing agenda items for reports: work group(s) or updates as necessary
- Updates on legislative issues, implementation, and policies
- District presentations on Family Engagement policies, implementation, challenges, and successes

Future Meetings -

- Possibly reschedule DAG Ott when new members are in attendance
- June/August or September district family engagement policy reviews

Public Comment #2

Robin Kincaid of NV PEP offered that they are hosting their annual Run / Walk and Roll family events to prevent bullying. The events are family-friendly, free, and will provide anti-bullying information and strategies.

UNLV: Saturday, September 26, 2015, 7:30 am

Northern NV: Saturday, September 27, 2015, 7:30 am

In response to a question from Member Corbett about whether public events supporting family engagement could be added to the NDE website; Dena Durish cited several possible scenarios that could be problematic, such as lack of staffing capacity to monitor frequent updates. However, she encouraged that anyone with relevant events share them during public comment times at Commissions, Councils, and Board meetings.

Adjournment

Chair Corrales adjourned the meeting at 11:01 am